

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SHERIFF & COMMUNICATIONS

DATE: AUGUST 28, 2006

COMMITTEE MEMBERS PRESENT:	OTHERS PRESENT:
Supervisors Bentley	Sheriff Cleveland
VanNess	Chairman Thomas
O'Connor	Joan Parsons, Commissioner of Administrative &
Belden	Fiscal Services
Mason	Joan Sady, Clerk
Haskell	Supervisor Barody
Stec	Supervisor Geraghty
	Supervisor Girard
	Marvin Lemery, Fire Prevention & Building Code
	Enforcement Administrator
	Amanda Allen, Legislative Office Specialist

Mr. Bentley called the meeting of the Sheriff & Communications Committee to order at 9:33 a.m.

Motion was made by Mr. O'Connor, seconded by Mr. Belden and carried unanimously to approve the minutes of the July 27, 2006 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Sheriff Larry Cleveland, who distributed copies of his agenda to the Committee members. Sheriff Cleveland began with item number one of the agenda, which was a request to extend the contract with the Town of Chester to lease space in the Chester Municipal Center for the Warren County Sheriff station located there. He noted that the contract was for five years at a total of \$11,400 per year.

Motion was made by Mr. O'Connor, seconded by Mr. Stec and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September Board meeting.

Moving to item number two of the agenda, Sheriff Cleveland advised that he was seeking to amend the contract with Schindler Elevator Corporation for the term September 1, 2006 through August 31, 2008 at a cost of \$1,440 per year. He added that the contract would allow for the servicing of the elevators located in both the Sheriff's Department and the Municipal Center locations. Joan Parsons, Commissioner of Administrative and Fiscal Services, advised that the same resolution had already been approved in the County Facilities Committee meeting and there was no need for a second request. Sheriff Cleveland asked Mrs. Parsons to be sure that the resolution included coverage for the elevator located in the Sheriff's Department, and she said that she would. As the Committee was unsure of whether a motion was needed to support the request, Mrs. Parsons suggested that the action be made in the event that it was needed.

Motion was made by Mr. Stec, seconded by Mr. Mason and carried unanimously to amend the contract with Schindler Elevator Corporation as outlined above and, if necessary, a resolution would be authorized for the September Board meeting.

Sheriff Cleveland advised that item number three of the agenda was a request to extend the contract authorized by Resolution No. 675 of 2004 with the County of Oneida. He said that the contract allowed for security at the Central New York Psychiatric Center where detainees were sent, pursuant to court order, for psychiatric evaluation. Sheriff Cleveland noted that only the term of the contract was being changed, extending it from January 1, 2007 through December 31, 2007; he said that the cost of the contract had not increased.

Mr. Belden asked what the cost for the service was and Sheriff Cleveland responded that the charge was \$125 per day and totaled approximately \$3,000-\$4,000 per year.

Motion was made by Mr. Stec, seconded by Mr. Mason and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September Board meeting.

Item number four of the agenda, Sheriff Cleveland explained, was a request for an extension of the contract with Business Electronics Inc. for a term beginning January 1, 2007 and ending December 31, 2008, at a lump sum cost of \$8,500. He stated that the company provided recording services for all of the telephone calls and radio transmissions coming into the Sheriff's Office and also provided call back services. Sheriff Cleveland noted that the cost for a one year program was fairly high, at \$12,000; he said that he was able to secure a discounted rate of \$8,500 for three years if a lump sum payment were made in advance.

Motion was made by Mr. Stec, seconded by Mr. Belden and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September Board meeting.

Sheriff Cleveland advised that item number five of the agenda was a request for a new three-year contract with Glens Falls Hospital for the provision of Forensic Mental Health Services in the Correctional Facility. He said that the contract would allow for a counselor to be placed in the Correctional Facility, forty hours per week, as mandated by the Commissioner of Corrections. The contract stipulated three annual payments with a standard 3% increase each year, Sheriff Cleveland apprised, and were included in his budget request.

Motion was made by Mr. Mason, seconded by Mr. VanNess and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September Board meeting.

Item number six of the agenda, Sheriff Cleveland explained, was another request for a new contract with McLaughlin Griffin Photography & Design for the term September 15, 2006 through September 14, 2007 at a cost of \$19.50 per member. Mr. O'Connor asked what McLaughlin Griffin Photography & Design would be taking pictures of, and Sheriff Cleveland replied that they would be taking formal pictures of the Officers and employees of the Sheriff's Office for their website. Sheriff Cleveland noted that the firm had submitted the lowest bid by far, with some coming in at over \$100 per member.

Motion was made by Mr. VanNess, seconded by Mr. O'Connor and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the

September Board meeting.

Sheriff Cleveland advised that items seven and eight of the agenda were Notices of Intent to Fill Vacant Positions. He said that the first was a Correction Officer position which was vacated due to resignation, and the second was a Patrol Officer position vacated due to retirement.

Motion was made by Mr. VanNess, seconded by Mr. Stec and carried unanimously to approve items seven and eight and refer same to the Personnel Committee. Copies of the Notice of Intent to Fill Vacant Positions are on file with the minutes.

Chairman Thomas entered the meeting at 9:40 a.m.

Mr. Stec asked Sheriff Cleveland for an update on the status of the Officer recently charged in connection with the discharge of a weapon during a police chase. Sheriff Cleveland apprised that a hearing had been held with respect to the incident at which five witnesses had testified. He said that the next step would be for the Hearing Officer to review the case and decide whether the Officer was guilty of the charges or not; this would be done after the Hearing Officer had received the appropriate transcripts of the hearing. If the Officer were found guilty, the Hearing Officer would make a recommendation of penalty, and Sheriff Cleveland said he would be responsible for reviewing the whole case again and making a final determination for punishment. He noted that the information must be received by the Hearing Officer no later than September 29th and he estimated that a decision would be made during the following week. Sheriff Cleveland added that the Officer was currently on leave without pay.

Chairman Thomas left the meeting at 9:45 a.m.

Returning to the agenda, Sheriff Cleveland advised that item nine was an advisement to the Committee that he had exercised his option to extend the agreement with Contract Pharmacy Services for pharmaceutical services in the Correctional Facility. He noted that although he was initially skeptical of the service, it was working out wonderfully. Sheriff Cleveland added that when the contract was initially authorized, it was written to include two extensions that could be made without the need for a new resolution.

Sheriff Cleveland said that items ten and eleven were much like item nine and allowed for extension of contracts held with North Eastern Uniforms, without resolution. He noted that item ten was for the Correction Division uniforms, while item eleven pertained to the Law Enforcement Division uniforms.

Item number twelve, Sheriff Cleveland apprised, was an advisement to the Committee that he had granted a Correction Sergeant a 90 day leave of absence for a medical condition. He said that there may be a need to extend it beyond the 90 days by authorization of the Board of Supervisors, and as such, he wanted to be sure that the Committee was aware of the situation.

General discussion ensued.

Sheriff Cleveland advised the Committee that Supervisor Tessier had approached him prior to the meeting with concerns about possible traffic hazards during the Triathlon in Lake George.

He said that he had agreed to schedule a meeting for further discussion with Mr. Tessier in order to alleviate his concerns.

General discussion ensued.

The final item of the agenda, Sheriff Cleveland stated, was a review of the 2007 Budget proposal which consisted of three parts. The first portion of the budget, he said, was Code A.3020 (Sheriff's 911 Center) which reflected a 2007 request of \$1,150,658, as compared to a 2006 appropriation of \$1,089,73, an increase of \$60,927. Sheriff Cleveland noted that there was an increase of approximately 5.59% of which only .09% was controllable; the majority of the increase was due to salary, telephone and data processing fee increases which he said he had no control over.

Mr. Belden asked if there were any additional staff included in the budget and Sheriff Cleveland replied that there were not.

Mr. Stec asked if the new communications system handled both the Reverse 911 and GPS (Global Positioning System) tracking issues, and Sheriff Cleveland replied that the system was capable of tracking telephone calls based on a GPS system. He clarified that the Reverse 911 system was used to automatically dial resident's home telephone numbers to notify them of an emergency in their area. He said that when the system was last discussed it was left undecided as to whether the individual Towns or Warren County would be responsible for the system. Mr. Stec said that he felt the system was worth the cost and could be used for emergencies as well as various occurrences such as water-main breaks.

General discussion ensued with respect to the Reverse 911 system.

Sheriff Cleveland advised that he would put together a proposal on the costs of the implementation of the Reverse 911 system for presentation at the Budget Committee meeting.

Motion was made by Mr. Stec, seconded by Mr. Belden and carried unanimously to authorize Sheriff Cleveland to develop a proposal for the cost to implement the Reverse 911 system for presentation at the Budget Committee meeting.

Mr. VanNess asked why the increase in phone charges was so high, and Sheriff Cleveland replied that the figure was based solely on current phone rates; there had been no addition of equipment.

Mr. Mason asked if funds were received from prisoner phone calls and Sheriff Cleveland replied affirmatively, adding that approximately \$60,000 was received from those calls annually.

Mr. Girard left the meeting at 9:59 a.m.

General discussion ensued.

Motion was made by Mr. Mason, seconded by Mr. Stec and carried unanimously to approve the Sheriff's 911 Center Budget, authorize the Committee Chairman to sign them and submit same to the Budget Officer.

Mr. Barody entered the meeting at 10:02 a.m.

The second portion of the Budget, Sheriff Cleveland stated, was Code A.3150 (Sheriff's Correction Division). He said that the 2007 Budget request was \$4,850,685, as compared to the 2006 appropriation of \$4,646,285, an increase of \$204,400. Sheriff Cleveland noted that the budget request had increased by 4.39%, the majority of which was attributed to rising fuel prices, medical fees and building maintenance; he added that he was able to control only 1.08% of the increase.

Sheriff Cleveland apprised that a claim for \$431,000 was being submitted to New York State for the boarding of State parolees. He said that because Warren County had never been reimbursed for the boarding costs, a sizeable claim was being submitted and would likely be paid.

Mr. Haskell asked what equipment was rented and Sheriff Cleveland advised that fingerprinting equipment, recording and video equipment, copiers and leased vehicles were some of the items which accounted for Code A.3150 421 (Equipment Rental).

Mr. Belden noted that there were nine vacancies in the Correction Officer Division and he asked Sheriff Cleveland how he planned to fill them if there were no requests for additional manpower in the budget. Sheriff Cleveland replied that the vacancies had added up over the year because a list of tested eligibles had not been presented to the Department; however, he said, now that he had obtained the list, he planned to fill the vacancies by the end of 2006. Mr. Haskell asked if the additional staff would lower overtime costs and Sheriff Cleveland replied affirmatively.

Mr. Stec asked how Code A.3150 1513 (Inmate Calling Program) differed from Code A. 3020 1140 (Emergency Telephone Surcharge) and Sheriff Cleveland replied that the Emergency Telephone Surcharge was billed to consumers on both land and cellular phone lines. He said that the Inmate Calling Program reflected the 45% received from collect phone calls made by the inmates.

Marvin Lemery, Fire Prevention & Building Code Enforcement Administrator, entered the meeting at 10:10 a.m.

Mr. Stec asked where the \$55,000 listed under Code A.3150 2260 (Public Safety Other Gov't) came from and Sheriff Cleveland replied that the figure reflected the reimbursement of food costs by New York State. Mr. Stec then asked what the current figure for revenue Code A.3150 2264 (Jail Services) was, and Sheriff Cleveland replied that he did not have the current number but thought that the total for 2006 would be less than the \$1.2 million estimated.

Motion was made by Mr. Stec, seconded by Mr. O'Connor and carried unanimously to approve the Sheriff's Correction Division Budget, authorize the Committee Chairman to sign them and submit same to the Budget Officer.

General discussion ensued.

Moving to the final portion of the Budget Code A.3110 (Sheriff's Law Enforcement Division), Sheriff Cleveland advised that the 2007 request was \$7,319,967, as compared to the 2006 appropriation of \$6,603,283; an increase of \$716,684. Once again, he noted that only a small portion of the increase was due to controllable factors and the majority was attributed to rising fuel, medical and building maintenance costs.

Sheriff Cleveland apprised that on July 20, 2006 he had attended a meeting with the Budget

Officer to discuss the recent request for twelve new positions in the Law Enforcement Division. He said that the Budget Officer had asked that two areas be researched to help defray the costs of the increase; they were the possibility of spreading the new positions out over a longer period of time to reduce both the immediate and long term fiscal impact and examining other areas of the budget to possibly reduce spending and then using those funds to help pay for the increase. Sheriff Cleveland distributed a handout detailing the request and the steps taken to appease it; a copy of the document is on file with the minutes.

Sheriff Cleveland said that after an extensive review, he and his staff had generated a proposal that addressed both of the requests made by the Budget Officer. He said that they would agree to institute a five year cap on automobile purchases limiting the number of new vehicles ordered to eight per year for five years. Sheriff Cleveland noted that generally a minimum of twelve vehicles per year were purchased; this would generate \$575,726 over a five year period, he added. Secondly, he explained, the original request was to add twelve Law Enforcement positions in 2007 and that had been changed to add the twelve new positions between the 2007 and 2008 budgets. Sheriff Cleveland noted that if the original request were granted to make all increases in 2007 the budget would have increased by \$291,500; by making the aforementioned adjustments the increase to the budget for 2007 would be only \$76,140, he said.

Sheriff Cleveland advised that there were additional funds available in the Capital Projects fund should the Department require more than eight vehicles per year. He noted that shift re-assignments would also be made to facilitate the changes.

Mr. VanNess noted that the budget included funds for a set of commercial vehicle scales and asked if Warren County would receive the fines derived from the use of that equipment. Sheriff Cleveland responded that they would, if the correct steps were taken. He said that currently tickets for overweight commercial vehicles were paid to New York State and advised that if a Local Law were adopted assigning County law numbers to those violations, the fines would be paid to Warren County rather than to New York State. Sheriff Cleveland noted that this was the same statute used by the City of Glens Falls and added that the fines for overweight violations were very large.

Mr. Belden and Mr. Haskell were opposed to the idea of the County ticketing commercial vehicles for weight, stating that New York State Police were already ticketing for those violations.

General discussion ensued.

It was the consensus of the Committee to have the cost of the commercial vehicle scales removed from the budget prior to the Budget Committee meeting.

Mrs. Parsons noted that the salary of Employee No. 8646 was decreased rather than increased in the 2007 budget.

Mr. VanNess asked Sheriff Cleveland how many of the new Law Enforcement positions were included in the 2007 budget request and Sheriff Cleveland said that there were six; he added that three would be hired in January fo 2007 and three in July of 2007.

Motion was made by Mr. Stec, seconded by Mr. O'Connor and carried unanimously to approve the Sheriff's Law Enforcement Budget, authorize the Committee Chairman to sign them and

submit same to the Budget Officer.

Motion was made by Mr. Stec, seconded by Mr. O'Connor and carried unanimously to amend the Sheriff's Law Enforcement budget to correct the salary of Employee No. 8646 and to remove the cost of the commercial vehicle scales prior to presentation at the Budget Committee meeting.

As there was no further business to come before the Committee, on motion made by Mr. Stec and seconded by Mr. Haskell, Mr. Bentley adjourned the meeting at 10:26 a.m.

Respectfully Submitted,
Amanda Allen Legislative Office Specialist